

MEMORANDUM FOR: Chief, Management Staff/DD/S

- a. Please adhere as closely as possible to format;
- b. Please have your report in my office by 1600 Monday, 5 December 1955. I will have delivered to you Tuesday morning copies of reports from the other Deputies;
- c. Please forward an original and three copies.

L. B. Kirkpatrick

**CONFIDENTIAL**  
1 December 1955  
(DATE)

FORM NO. 101 REPLACES FORM 10-101  
1 AUG 54 WHICH MAY BE USED.

(47)